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§14–303.

- (a) Before initiating a grievance proceeding, a classified employee shall present the matter orally to the employee's supervisor for informal discussion.
- (b) A grievance proceeding must be initiated by a classified employee within $30\ \mathrm{days}$ after:
- (1) The occurrence of the alleged act that is the basis for the grievance; or
- (2) The employee first knew or reasonably should have known of the alleged act that is the basis for the grievance.

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